Avon Lake Board of Municipal Utilities

AGENDA

For

Tuesday

March 16, 2021

6:30 PM

1. Call to Order
2. General Matters
    A. Approve Minutes
    B. Public Speakers (*3 minutes each*)
    C. Correspondence
3. Expenditures
4. Avon Lake Regional Water Regulations
5. OAWWA Rates & Finance Committee
6. American Rescue Plan of 2021
7. Informational Items
    A. Reports/Updates
        1) Customer Service Clerk
        2) Project Updates
        3) Acting CUE Report and Action Items
        4) Member Reports
    B. Miscellaneous
8. Public Speakers
9. Executive Session
10. Adjourn

Avon Lake Regional Water

MEMORANDUM

To: **Board of Municipal Utilities**

From: **Rob Munro**

Subject: **Agenda Items – March 16, 2021**

Date: **March 12, 2021**

Item 1: **Call to Order**

Item 2A: **Approve Minutes**

Item 2B: **Public Speakers**

For this Zoom meeting broadcast on Facebook Live, Technical Support Specialist Collins will be monitoring public comments submitted through email and Facebook and will inform the Board during the Public Comment period regarding any submitted.

Item 2C: **Correspondence**

Item 3: **Expenditures**

Item 4: **Avon Lake Regional Water Regulations** – *RKM*

Staff presented a draft of the Avon Lake Regional Water Regulations to the Board at the February 16th Work Session. While certain sections of the regulations have been periodically updated, a comprehensive review/update has not been completed for some time. The adoption of these regulations is critical to the effective management of the utility. There are certain sections/schedules of the proposed regulations that are of a time-sensitive nature and staff is recommending to the Board that those sections/schedules are approved this evening.

Recommended Motion #1:
I move to amend the Avon Lake Regional Water Regulations Section 1.19 In-Ground Sprinkler System as attached.

> ***Section 1.19*** *In-Ground Sprinkler System. All in-ground sprinkler systems require backflow preventers. Atmospheric pressure type vacuum break is an approved device, however it must be testable, i.e. have test ports. A reduced pressure type backflow preventer is also acceptable. All backflow preventers used shall be listed and approved by the Chief of Utility Operations. All backflow preventers must be tested every year by a person certified by either the Operator Training Committee of Ohio (OTCO) or the Department of Commerce to perform such tests. Failure to test as required will result in shut-off of water to the sprinkler system or user if they are not separate. Reinstatement of water service will be at the standard, Board approved, turn-on fee. Owners or users of such*

systems will be notified by mail each year in April regarding the required inspection and are expected to provide a test report to Avon Lake Regional Water from a State certified tester by 4:30 PM on June 25th. Should no reply regarding this matter be received by Avon Lake Regional Water by that date, a penalty (see Schedule N) will be applied to the account. Should no test report be received by 12:00 PM (noon) on July 9th, water service to the sprinkler or home will be terminated.

Immediately upon connection of an in-ground lawn sprinkling system to the Avon Lake potable water system, the required backflow prevention device must be in place and tested and approved for operation by a certified backflow prevention person. Such person shall have either an OTCO or Department of Commerce certification. Failure to provide such test and certification of same with ten (10) days of the activation of the system may result in a $500.00 fine and possible loss of water service. It is the property owner's responsibility to assure that such certification is received by the required time. No pump shall be connected to an in-ground sprinkler system either to increase pressure or to purge the sprinkler system. If a pump or air compressor is used to purge the system, the backflow preventer must be removed and the sprinkler line shut off. Continued noncompliance with this regulation subjects the offender to an immediate fine of $500.00 to $1,000.00 and termination of water service or loss of backflow testing certification, which the Chief Utilities Executive shall determine.

Recommended Motion #2:
I move to amend the Avon Lake Regional Water Regulations to include Title II, Chapter 4, Section 4.07 Deduct Meters and add Schedule O as attached.

Title II, Chapter 4, Section 4.07 Deduct Meters.
(A). Avon Lake Regional Water shall allow Consumers to have a deduct meter on the property.

(B). Consumers that install a deduct meter shall follow the guidelines in accordance with Schedule O attached hereto.

Recommended Motion #3:
I move to amend Avon Lake Regional Water Regulations to update Schedule A, Schedule C, Schedule G, and Schedule I as attached.

Item 5: **OAWWA Rates & Finance Committee** – *RKM*

The Ohio section of the American Water Works Association (OAWWA) formed a new statewide committee to deal with water utility rates and financing. The Acting CUE was asked to join this committee and serve as a founding member. The goal of this committee is to engage in discussion around significant water utility management issues impacting the water and wastewater industry and also assist with influencing legislative outcomes in the State of Ohio as they pertain to water and wastewater utility rates and financing. Meetings will be held monthly via virtual online platforms and the committee plans to meet in-person annually at the One Water State Conference. The committee is

comprised of sixteen public and private sector individuals who will provide a diverse makeup of personal and professional experiences.

The first meeting was held on Thursday March 11th via Microsoft Teams and the topics that were discussed included affordability programs, capital improvement financing, system valuations, and calculating/setting utility rates. System valuation is one topic that is important to staff, as we are currently working on completing a system-wide valuation in the near future.

Item 6: **American Rescue Plan of 2021** – *RKM*

On Thursday March 11th President Biden signed into law the American Rescue Plan Act of 2021. Included in this relief package is specific funding line items for water, sewer, and broadband infrastructure. The Acting CUE is currently working with the Ohio EPA Chief of the Division of Environmental & Financial Assistance (DEFA) Jerry Rouch on how Avon Lake Regional Water can access this funding. As details become available Chief Rouch will relay them to staff.

Item 7A1: **Customer Service Clerk** – *RKM*

Staff welcomes Robin Liepold as the new Customer Service Clerk. Robin will begin on Wednesday, March 17th at Step 1.

Item 7A2: **Project Updates** – *RKM*

Orthophosphate Point of Application: UUI reached substantial completion of the project at the WFP on Monday, March 8th. There are a couple of punch-list items that need completed, mainly site restoration. Site restoration will take place in the spring when weather permits.

Division Road Water Tower: Dixon Engineering is in the process of performing the additional structural evaluation. This work should be completed by the end of March.

SCADA Upgrade: SOS Integration will begin installation of the new servers and workstations the week of March 15th. Installation of the new servers and system will take approximately 2 weeks. Once installation is complete the new system will run in parallel to the current system so that SOS can test the new system's functionality.

WFP & ETL Design Services: The design services kickoff meeting with HDR took place on Friday, March 5th. There is a pipe materials workshop scheduled for March 30th. This workshop will assist the team in finalizing a decision on pipe material for the ETL portion of the project.

Item 7A3: **Acting CUE Report and Action Items** – *RKM*

Action Items are as presented with the write-up.

Item 7A4: **Member Reports**

Item 7B: **Miscellaneous**

Item 8: **Public Speakers**

Item 9: **Executive Session**

Recommended Motion:
I move to meet in executive session as allowed by ORC §121.22 G (3) to discuss legal matters and include the Acting CUE, Community Outreach Specialist, and Technical Support Specialist.

Item 10: **Adjourn**

Board of Municipal Utilities
Meeting Minutes
March 2, 2021
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 6:30 PM. As allowed by the Ohio Legislature during the Governor's declared emergency, the meeting was held using web-based video conferencing technology and streamed live over Facebook.

Present: Mr. Abram, Mr. Dzwonczyk, Mr. Phillips, Mr. Rush, and Mrs. Schnabel.

Also present: Acting CUE Munro, Technical Support Specialist Collins, Community Outreach Specialist Arnold, Mayor Zilka, and Councilman Spaetzel.

Approve Minutes

Chairman Dzwonczyk presented the Minutes of the February 16, 2021 work session and regular meeting. With no changes, additions or corrections noted, he ordered that the minutes stand and be distributed as presented.

Public Speakers

None.

Correspondence

Mr. Munro said that Mr. Vass of Avon Lake provided an article from the Wall Street Journal to the Board of Municipal Utilities regarding the hacking of water utilities and water systems. Mr. Munro said that he provided Mr. Vass with an overview of the proactive approach and measures taken by Avon Lake Regional Water over the last several years in protection of the industrial and office networks. He said that Mr. Vass was appreciative of the information. Mr. Munro added that there were some issues in the past at other City buildings and protection of Avon Lake Regional Water's critical infrastructure was something that the Board and staff took very seriously.

Expenditures

Following review of expenses dated March 2, 2021, for funds and amounts as follows, Mr. Abram moved, Mr. Phillips seconded, to approve the expenditures of March 2, 2021:

Water Fund 701	$	195,233.55
Wastewater Fund 721	$	201,245.65
MOR Fund 703	$	27,059.90
MOR Fund 762	$	21,104.21
West Ridge Interconnect Fund 702	$	494.48
LORCO Fund 749	$	5,223.02

Ayes (per roll-call vote): Abram, Dzwonczyk, Phillips, Rush and Schnabel.

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Nays: None
Motion carried.

Asset Management

Mr. Munro informed the Board that in 2018 Ohio EPA promulgated a rule requiring water utilities to develop and implement an asset management program. He said that Avon Lake Regional Water developed a written asset management plan and implemented that plan for compliance with this new rule. He said plans included in the asset management program are to evaluate the consequence of failure for water distribution mains and transmission mains, a preventive and corrective maintenance program at the Water Filtration Plant, and a valve exercising program. The valve exercising program requires 20% of the valves in the system be opened and closed annually, with 100% of the valves exercised within 5 years.

The Chairman asked that the term "exercising of valves" be explained. Mr. Munro said that exercising a valve requires opening and closing the valve repeatedly to insure that it is operating normally. If the valve needs any preventative or corrective maintenance at that time, it is addressed immediately. He also said that the number of turns needed to fully exercise a valve are tracked for the future and all of this is done by the valve exercising machine that the Board authorized staff to purchase in 2019. Mr. Munro added that all of this information is tracked and recorded in the GIS system and reported to the Ohio EPA.

Mr. Munro said that in 2021 staff will implement a Computerized Maintenance Management System (CMMS) to track all assets within the organization. He continued by saying that Mr. Kimevski at the Water Filtration Plant is currently working with Data Command on a new application that will integrate all of the assets into the existing Data Command monitoring application. The Chairman asked if those efforts were part of a quality certification program. Mr. Munro said that the efforts with the asset management program are aligned with ISO-55000 certification. He said staff is currently working toward that certification and he looks forward to that continued effort. Mr. Munro said that Mr. Collins is working closely with the leadership team on the asset management certification. The Chairman asked how many different types of certification programs Avon Lake Regional Water will be achieving. Mr. Munro said ISO-55000 for asset management and ISO-9001 for overall quality improvement initiative. He said there is also an environmental certification for the Water Filtration Plant and Water Reclamation Facility that the Utility will be seeking.

The Chairman asked if there is a safety certification. Mr. Munro said that there probably is because he knows ISO has a number of different certifications. He said a number of the vendors that staff work with have an ISO certification for their Information Technology and Cyber Security. The Chairman said he thinks Avon Lake Regional Water should be a quality organization in every aspect and that all certifications should be on the menu. Mr. Phillips asked how Ohio EPA monitors the valve turning program. Mr. Munro said that staff was required to submit a written plan to Ohio EPA, and when the agency came for their annual sanitary survey, they asked to see the written plan and they review the plan as well as all of the valves that were turned. The valves turned in one year cannot be turned the following year.

The Chairman stated that the valve turning is important for asset management because valves need to be turned during a water main break. If the valves cannot be opened or closed, there will be a large loss of water. Mr. Munro added that another aspect of the asset management program is building maintenance. Mr. Munro told the Board that the current Administration Building was built in 2003 and is beginning to show signs of its age. He said in the 2021

operating budgets are replacement of HVAC units for the building, carpet replacement, painting, and renewal of office furniture as needed, and staff is currently working on these items and will continue to do so throughout the year.

Lockbox Program

Mr. Collins informed the Board that staff has been working with the Huntington Lockbox and e-Lockbox program for almost 3 years. He said that initially, the expectation was that the program would cost Avon Lake Regional Water roughly $13,000/year, but because of the amount of business Avon Lake Regional Water does with Huntington Bank, the fees are waived for the program. He added that staff intends to continue the use of Lockbox and e-Lockbox for the foreseeable future. The Chairman asked for an explanation of the Lockbox program for those who are unfamiliar.

Mr. Munro said that Avon Lake Regional Water uses the Lockbox and the e-Lockbox program. He said that both programs are essentially the same, but the remittance address is a PO Box with Huntington Bank that allows the bank to process the payments as they arrive. He said this is convenient for customer service staff because it allows them to focus less time on processing payments. Customers can still come into the building or through the drive-thru to make their bill payments. He said that customers can also go onto the customer portal or set up automatic payments. Mr. Munro said the e-Lockbox program is an electronic program that allows the customer to make payments through their own personal bank, permitting a transaction between that financial institution and Huntington Bank. He said at the beginning of the program there were issues to work through, as an example not all banks will accept the e-Lockbox program, but most of those kinks have been worked out.

Mr. Phillips asked if a customer sends in correspondence with their payment does the bank send that correspondence to staff. Mr. Munro said that most of the time Huntington Bank does send that note that was on the remittance stub. Mr. Abram said that he asked for the update to the Lockbox Program because in 2018 there were a number of bank fees and he wanted to make sure that those fees were not going to expand and Avon Lake Regional Water would be saving money.

Project Updates

Orthophosphate Point of Application: The Acting CUE stated staff held a preconstruction meeting with UUI on February 25th. UUI will begin work on Monday, March 1st, and the project is expected to take 3 weeks. He said there was an unknown in the project that delayed progress, but staff was able to mitigate the unknown and the project is moving forward smoothly. The Chairman asked what the issue was. Mr. Munro said the issue was the material of the pipe and staff has since acquired the proper saddle for the pipe material.

Division Road Water Tower: The Acting CUE informed the Board that staff received payment from AT&T for the cost of services for the additional structural evaluation. He said Dixon Engineering is scheduled to perform the additional structural evaluation.

SCADA Upgrade: The Acting CUE said the new workstation computer monitors for the system were delivered on February 26th and will be installed in the Operator's Room, WFP Manager's office, and the WFP Lab. Work continues on the configuration of the servers and installation is tentatively scheduled for the week of March 8th.

WFP & ETL Design Services: The design services kickoff meeting with HDR is scheduled for Friday, March 5th. The Chairman asked when staff expects the designs to be completed to go to bid. Mr. Munro said that he expects the highest priority item, the ETL Suction Line, to take 6-8 months. He added that they actually expect 5-6 months. The Chairman said that will be the construction would probably take place in 2022. Mr. Munro said yes it would not be until 2022, and the project is currently being nominated to the Water Supply Revolving Loan Fund for 0% interest financing on behalf of Avon Lake Regional Water and the consortium.

CUE Reports & Action Items

Mr. Munro said that he and the Chairman met with the new Lorain County Administrator, Mr. Tom Williams, and the Lorain County Sanitary Engineer, Mr. Bob Klaiber, and that he appreciated the meeting. They discussed the work being done at Avon Lake Regional Water and the work that the Administrator is looking to do in Lorain County. He said he looks forward to working with the new Lorain County representatives. The Chairman said he thought the meeting was very positive and that he looks forward to a bright future of cooperation on wastewater issues in Lorain County.

Member Reports

The Chairman stated that he, Mr. Phillips, and Mr. Munro met with three attorneys from Mansour Gavin on Saturday, February 27th to discuss a number of things. He said the meeting was also a positive one.

Mr. Abram said that LORCO and the Lorain County Administrator are looking to repeal the Columbia Township Agreement that was passed in 2020. He said Avon Lake Regional Water did not sign the agreement. The Chairman said there was some foresight on behalf of the Board.

Miscellaneous

Mr. Munro said he will be meeting with LORCO's Executive Director, Mr. Gene Toy, to discuss the monthly operating advance. He said with the latest Cooperative Agreement with LORCO the operating advance is $5,000/month. Mr. Munro said he is looking to lower, and he looks forward to meeting with Mr. Toy to discuss that.

Public Speakers

Mr. Zilka said the City of Avon Lake has a renewal of a levy on the May 4th ballot for the paramedic service. He also said there is a levy for the library on the ballot.

Executive Session

Mr. Rush moved, and Mr. Abram seconded, to meet in executive session as allowed by ORC §121.22 G (3) to discuss legal matters and include the Acting CUE, Technical Support Specialist, and the Community Outreach Specialist.

Ayes (per roll-call vote): Abram, Dzwonczyk, Phillips, Rush and Schnabel.
Nays: None
Motion carried.

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The Board resumed the regular meeting at 8:02 PM.

Adjourn

As there was no further business, Mr. Abram moved to adjourn, and Mr. Rush seconded. The meeting adjourned at 8:02 PM.

Ayes (per voice vote): Abram, Dzwonczyk, Phillips, Rush, and Schnabel.
Nays: None
Motion carried.

Approved _____ 2021.

John Dzwonczyk, Chairman Rob Munro, Clerk

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Avon Lake Regional Water
Serving the region, protecting our resource

AVON LAKE REGIONAL WATER
FUND 701 - WATER
FEBRUARY 26 - MARCH 11, 2021
MARCH 16, 2021

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Water Employees	$ 53,900.08	Salaries PR Post BW 220215	51102	$ 53,900.08	$ 289,031.63	$ 1,989,813.00	85.47%
2	Water Employees	$ 1,883.85	Part Time Wages PR Post BW 220215	51105	$ 1,883.85	$ 10,094.12	$ 102,510.00	90.15%
3	Water Employees	$ 1,659.92	Overtime Wages Plant PR Post BW 220215	51106.101				
4	Water Employees	$ 685.64	Overtime Wages Dist/Col PR Post BW 220215	51106.102				
5	Water Employees	$ 21.46	Overtime Wages Admin PR Post BW 220215	51106.103				
6	Water Employees	$ 10.50	Overtime Wages Construction PR Post BW 220215	51106.104				
7	Water Employees	$ 756.27	Overtime Wages Office PR Post BW 220215	51106.105	$ 3,133.79	$ 17,928.91	$ 125,730.00	85.74%
8	Water Employees	$ 677.80	HRA Week Ending February 26, 2021	52203				
9	Medical Mutual	$ 26,245.25	Hospitalization - Medical Mutual - March 2021	52203				
10	Water Employees	$ 1,220.87	HRA Week Ending March 5, 2021	52203				
11	Water Employees	$ 267.75	Medical Mutual Week Ending March 5, 2021	52203				
12	Water Employees	$ 41.18	Medical Mutual Week Ending March 5, 2021	52203	$ 28,452.85	$ 94,964.50	$ 624,708.00	84.80%
13	Medical Mutual	$ 343.62	Group Life - Medical Mutual - March 2021	52204	$ 343.62	$ 1,039.78	$ 3,700.00	71.90%
14	4imprint Inc.	$ 172.61	Clothing - Plant Managers 2/25/21 - RKM 1/2	52226	$ 172.61	$ 4,187.37	$ 10,000.00	58.13%
15	Quadient Finance USA, Inc	$ 250.00	Postage and Supplies 2/12/21 - RKM 1/2	53602				
16	FriendsOffice	$ 423.38	Office Supplies - February 2021 - Ink, stapler, paper - RKM 1/2	53602				
17	Quadient Leasing USA, Inc.	$ 234.19	Postage Machine Lease @ 201 Miller - 3/10/21-6/9/21 - RKM 1/2	53602	$ 907.57	$ 14,896.46	$ 63,250.00	76.45%
18	WEX Fleet Universal	$ 728.96	Fuel for Vehicles - 2/6/21-3/7/21 - RKM 1/2	53604	$ 728.96	$ 2,857.69	$ 22,500.00	87.30%
19	Tapping Machine Repair Service, LLC	$ 1,216.00	Eqp Mnt - Adapter O-Rings, Pilot Drill 2/18/21 - RKM	53607				
20	Bain Enterprises	$ 73.32	Eqp Mnt - Impact Wrench Repair 3/5/21 - RKM 1/2	53607	$ 1,289.32	$ 10,931.26	$ 125,000.00	91.25%
21	USALCO, LLC Inc.	$ 3,807.06	Op Spl - Alum 2/19/21 - GY	53611				
22	Jones Chemicals Inc.	$ 2,940.00	Op Spl - Chlorine @ WFP 2/24/21 - GY	53611				
23	Municipay Fees	$ 437.45	February 2021 Utility Monthly Bank Fees 1/4	53611				
24	USALCO, LLC Inc.	$ 3,807.85	Op Spl - Alum 2/25/21 - GY	53611	$ 10,992.36	$ 138,051.44	$ 794,800.00	82.63%
25	Roberts Surveying Supplies Inc.	$ 475.00	Mnt Spl - Marking Paint (19 cases) 3/3/21 - JG 1/2	53612				
26	Core & Main LP	$ 100.00	Mnt Spl - Valve box lids (2) - RKM	53612.001				
27	Core & Main LP	$ 3,191.73	Mnt Spl - Couplings 2/25/21 - RKM	53612.001				
28	Core & Main LP	$ 1,084.00	Mnt Spl - Adapters (50) 2/23/21 - RKM	53612.001				
29	Core & Main LP	$ 5,055.60	Mnt Spl - Water Supplies 2/8/21- RKM	53612.001				
30	Core & Main LP	$ 353.35	Mnt Spl - Nuts, gasket roll 2/22/21 - RKM	53612.001				
31	Core & Main LP	$ 163.00	Mnt Spl - Couplings, SS Inserts 2/22/21 - RKM	53612.001				
32	Core & Main LP	$ 1,386.50	Mnt Spl - Adapters (100), Couplings (20) 2/22/21 - RKM	53612.001				
33	Zoro Tools Inc	$ 54.53	Mnt Spl - LED Head Lamps (2) 2/25/21 - RKM 1/2	53612.001				
34	Grainger	$ 135.63	Mnt Spl - Outlet Strips (3) 2/22/21 - GY	53612.001				
35	E&H Hardware Group, LLC	$ 55.99	Mnt Spl - February 2021 - RKM 1/2	53612.001				
36	Indy Equipment and Supply LLC	$ 93.29	Mnt Spl - Shovel, broom, wheelbarrow 3/2/21 - RKM 1/2	53612.001				
37	Core & Main LP	$ 225.00	Mnt Spl - Traffic Repair Kits (1) 2/26/21 - RKM	53612.001				
38	Core & Main LP	$ 675.00	Mnt Spl - Traffic Repair Kits (3) 2/26/21 - RKM	53612.001				
39	Core & Main LP	$ 430.00	Mnt Spl - Mueller Hydrant Repair Kit (2) 3/4/21 - RKM	53612.001				
40	Parker Supply LLC	$ 344.00	Mnt Spl - Nitrile gloves (20 boxes) 2/23/21 - GY	53612.001				
41	Trico Oxygen Company Inc.	$ 48.95	Mnt Gases @ 201 Miller Rd 2/26/21 - RKM 1/2	53612.001				
42	Trico Oxygen Company Inc.	$ 36.30	Mnt Gases @ WFP 2/26/21 - GY 1/2	53612.001				
43	Zoro Tools Inc	$ 17.66	Mnt Spl - C Batteries 3/3/21 - RKM 1/2	53612.001				
44	Zoro Tools Inc	$ 280.86	Mnt Spl - Scroll saw 3/3/21 - RKM 1/2	53612.001				
45	Harold Archer & Sons, Inc.	$ 979.02	Stone for Repairs - February 2021 - RKM	53612.004	$ 15,185.41	$ 43,028.53	$ 312,000.00	86.21%
46	Badger Meter Inc.	$ 9.79	Beacon Hosting Svc and Cellular LTE 2/28/21 - RKM 1/2	53612.005	$ 9.79	$ 29.37	$ 115,500.00	99.97%
47	Hach Company	$ 2,588.08	Lab Spl @ WFP 2/22/21 - GY	53613				
48	Hach Company	$ 57.41	Lab Spl @ WFP 2/24/21 - GY	53613				
49	Trico Oxygen Company Inc.	$ 27.65	Mnt Gases @ WFP 2/26/21 - GY 2/2	53613				
50	Culligan of Northeast Ohio Corp	$ 64.00	DI Rental and Supplies 2/28/21 - GY 1/2	53613	$ 2,737.14	$ 22,092.17	$ 89,600.00	75.34%
51	Badger Meter Inc.	$ 400.04	Beacon Hosting Svc and Cellular LTE 2/28/21 - RKM 2/2	53701				
52	ComDoc, Inc.	$ 71.57	Cnt Svc - Xerox Copier Leases - March 2021 - RKM 1/2	53701				
53	Treasurer, State of Ohio	$ 40.00	Individual Fire Protection Renewal 2021 - B. Klonk - RKM	53701.002				
54	Brakey Energy, Inc.	$ 1,010.00	Mo. Fee for Energy Mgmt Svcs - February 2021 - DWC 1/2	53701.002				
55	A.M. Design Group, Inc	$ 73.50	Cnt svc - Web Edits - February 2021 - RKM 1/2	53701.002	$ 1,595.11	$ 59,199.62	$ 325,000.00	81.78%
56	Columbia Gas	$ 1,489.48	gas svc @ 33370 Lake Rd - WFP 1/19/21-2/17/21 - DWC	53702.001				

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
57	Columbia Gas	$ 617.31	gas svc @ 33370 Lake Rd - WFP Garage 1/19/21-2/17/21 - DWC	53702.002				
58	Columbia Gas	$ 52.37	gas svc @ 33370 Lake Rd - WFP Aux 1/19/21-2/17/21 - DWC	53702.002				
59	Columbia Gas	$ 97.50	gas svc @ 33399 Lake Rd SIP Bldg 1/19/21-2/17/21 - DWC	53702.002				
60	Columbia Gas	$ 34.78	gas svc @ 33370 Lake Rd - WFP Lab 1/19/21-2/17/21 - DWC	53702.002				
61	Columbia Gas	$ 1,270.61	gas svc @ 201 Miller Rd 1/27/21-2/25/21 - DWC	53702.002	$ 3,562.05	$ 5,630.94	$ 25,000.00	77.48%
62	Engie Resources	$ 1,969.58	elec svc charge @ 33370 Lake Rd - February 2021 - DWC	53703.001	$ 1,969.58	$ 172,791.98	$ 785,100.00	77.99%
63	Spectrum Business	$ 162.49	Internet Svc @ 201 Miller Rd 2/14/21-3/13/21 - RKM 1/2	53705				
64	Greg Yuronich	$ 25.00	Reimbursement for Cell Phone - March 2021 - RKM	53705				
65	CBTS	$ 387.80	Telephone Svc - 1/20/21-2/19/21 - RKM 1/2	53705	$ 575.29	$ 3,288.82	$ 24,500.00	86.58%
66	Fisher Auto Parts, Inc	$ 47.15	Eqp Mnt - Brake fluid, Unloaded calipers 2/17/21 - RKM 1/2	53707				
67	Fisher Auto Parts, Inc	$ 134.00	Eqp Mnt - Wheel Bearing & Hub Assembly 2/19/21 - RKM 1/2	53707				
68	Fisher Auto Parts, Inc	$ 241.34	Eqp Mnt - Drive Axel Shaft Seals, Sus. Ball Joints 2/19/21 - RKM 1/2	53707				
69	Sylvester Truck & Tire Services Inc	$ 348.92	Eqp Mnt - 2009 Ford - New Tires 2/24/21 - RKM 1/2	53707				
70	Fisher Auto Parts, Inc	$ 126.67	Eqp Mnt - Oil, Filters 2/23/21 - GY	53707				
71	Fisher Auto Parts, Inc	$ 74.90	Eqp Mnt - Drive Axel Shaft Seal 2/22/21 - RKM 1/2	53707				
72	Fisher Auto Parts, Inc	$ (74.90)	Eqp Mnt - Returned Drive Axel Shaft Seal 2/23/21 - RKM 1/2	53707				
73	NAPA Ohio Inc.	$ 273.12	Eqp Mnt - February 2021 - RKM 1/2	53707	$ 1,171.20	$ 3,051.50	$ 23,000.00	86.73%
74	Sherwin Williams Company Inc	$ 24.70	Bldg Mnt - Paint 2/19/21 - RKM 1/2	53708				
75	Sherwin Williams Company Inc	$ 21.81	Bldg Mnt - Paint 2/25/21 - RKM 1/2	53708				
76	Cleveland Hermetic & Supply	$ 55.69	Bldg Mnt - Filters (10), Couplings (2) 2/17/21 - GY 1/2	53708				
77	Cleveland Hermetic & Supply	$ 3.46	Bldg Mnt - Manual Rollout Limit Switch 2/15/21 - GY 1/2	53708				
78	Sherwin Williams Company Inc	$ 61.35	Bldg Mnt - Paint & Supplies 3/1/21 - RKM 1/2	53708				
79	JNA Quality Services, LLC	$ 400.00	Cleaning Svc @ 201 Miller Rd 2/28/21 - RKM 1/2	53708				
80	Lawn Tech Inc.	$ 1,639.58	Lawn Svc @ 201 Miller Rd 2021 - RKM 1/2	53708.001				
81	Lawn Tech Inc.	$ 2,422.50	Lawn Svc @ 33373 Lake Rd 2021 - RKM	53708.001				
82	Lawn Tech Inc.	$ 942.65	Lawn Svc @ 33370 Lake Rd 2021 - RKM	53708.001	$ 5,571.74	$ 20,281.73	$ 150,000.00	86.48%
83	DXP Enterprises, Inc.	$ 18,465.78	New Eqp - Ortho Phosphate Chemical Skid Package @ WFP - GY	53804				
84	National Business Furniture, LLC	$ 3,317.90	Office Furniture @ 201 Miller Rd 3/1/21 - RKM 1/2	53804.002	$ 21,783.68	$ 45,608.01	$ 250,000.00	81.76%
		$ 155,966.00			$ 155,966.00			

Avon Lake Regional Water
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AVON LAKE REGIONAL WATER
FUND 721 - WASTEWATER
FEBRUARY 26 - MARCH 11, 2021
MARCH 16, 2021

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Wastewater Employees	$ 50,769.01	Salaries PR Post BW 220215	51102	$ 50,769.01	$ 268,073.79	$ 1,490,090.00	82.01%
2	Wastewater Employees	$ 2,638.59	Part Time Wages PR Post BW 220215	51105	$ 2,638.59	$ 14,912.10	$ 96,390.00	84.53%
3	Wastewater Employees	$ 1,847.60	Overtime Wages Plant PR Post BW 220215	51106.101				
4	Wastewater Employees	$ 685.62	Overtime Wages Dist/Col PR Post BW 220215	51106.102				
5	Wastewater Employees	$ 21.46	Overtime Wages Admin PR Post BW 220215	51106.103				
6	Wastewater Employees	$ 10.50	Overtime Wages Construction PR Post BW 220215	51106.104				
7	Wastewater Employees	$ 252.09	Overtime Wages Office PR Post BW 220215	51106.105	$ 2,817.27	$ 17,440.45	$ 123,030.00	85.82%
8	Wastewater Employees	$ 3,032.80	Employee Time Buy Back PR Post BW 220215	52115	$ 3,032.80	$ 48,102.57	$ 80,739.00	40.42%
9	Wastewater Employees	$ 128.34	HRA Week Ending February 26, 2021	52203				
10	Wastewater Employees	$ 131.58	Medical Mutual Week Ending February 26, 2021	52203				
11	Wastewater Employees	$ 198.21	Medical Mutual Week Ending February 26, 2021	52203				
12	Medical Mutual	$ 24,451.90	Hospitalization - Medical Mutual - March 2021	52203				
13	Wastewater Employees	$ 3,017.67	HRA Week Ending March 5, 2021	52203				
14	Wastewater Employees	$ 242.59	Medical Mutual Week Ending March 5, 2021	52203				
15	Wastewater Employees	$ 5,456.68	Medical Mutual Week Ending March 5, 2021	52203	$ 33,626.97	$ 98,037.57	$ 546,620.00	82.06%
16	Medical Mutual	$ 281.01	Group Life Insurance - Medical Mutual - March 2021	52204	$ 281.01	$ 869.20	$ 3,800.00	77.13%
17	4imprint Inc.	$ 460.85	Clothing - Plant Managers 2/25/21 - RKM 2/2	52226	$ 460.85	$ 4,621.45	$ 9,600.00	51.86%
18	Quadient Finance USA, Inc	$ 250.00	Postage and Supplies 2/12/21 - RKM 2/2	53602				
19	FriendsOffice	$ 595.73	Office Supplies - February 2021 - Ink, stapler, paper - RKM 2/2	53602				
20	Quadient Leasing USA, Inc.	$ 234.20	Postage Machine Lease @ 201 Miller - 3/10/21-6/9/21 - RKM 2/2	53602	$ 1,079.93	$ 7,466.35	$ 40,000.00	81.33%
21	WEX Fleet Universal	$ 728.96	Fuel for Vehicles - 2/6/21-3/7/21 - RKM 2/2	53604	$ 728.96	$ 2,857.66	$ 22,500.00	87.30%
22	Bain Enterprises	$ 73.32	Eqp Mnt - Impact Wrench Repair 3/5/21 - RKM 2/2	53607	$ 73.32	$ 25,539.00	$ 100,000.00	74.46%
23	Bonded Chemicals Inc	$ 5,376.00	Op Spl - Sodium Bicarbonate 2/17/21 - RH	53611				
24	Bonded Chemicals Inc	$ 4,618.00	Op Spl - Caustic Soda 50% Diaphragm 2/17/21 - RH	53611				
25	Municipay Fees	$ 437.44	February 2021 Utility Monthly Bank Fees 2/4	53611	$ 10,431.44	$ 61,697.22	$ 210,000.00	70.62%
26	Roberts Surveying Supplies Inc.	$ 475.00	Mnt Spl - Marking Paint (19 cases) 3/3/21 - JG 2/2	53612				
27	Grainger	$ 152.22	Mnt Spl - Green LED Lamp Modules (3) 2/24/21 - RH	53612.001				
28	Grainger	$ 382.23	Mnt Spl - Band clamps, Hose clamp 2/23/21 - RH	53612.001				
29	Grainger	$ 429.79	Mnt Spl - Signal Conditioner 2/23/21 - RH	53612.001				
30	Grainger	$ 244.80	Mnt Spl - Inline Filter Device 2/23/21 - RH	53612.001				
31	Mcmaster-Carr	$ 15.68	Mnt Spl - Flat Head Screws 2/23/21 - RH	53612.001				
32	Parker Supply LLC	$ 212.31	Mnt Spl - Kleenex towels, bath tissue 2/3/21 - RH	53612.001				
33	Zoro Tools Inc	$ 54.53	Mnt Spl - LED Head Lamps (2) 2/25/21 - RKM 2/2	53612.001				
34	Mcmaster-Carr	$ 82.41	Mnt Spl - Paper towel dispensers (2) 3/3/21 - RH	53612.001				
35	Grainger	$ 180.12	Mnt Spl - Exit Signs (2) 3/1/21 - RH	53612.001				
36	Indy Equipment and Supply LLC	$ 93.30	Mnt Spl - Shovel, broom, wheelbarrow 3/2/21 - RKM 2/2	53612.001				
37	Trico Oxygen Company Inc.	$ 48.95	Mnt Gases @ 201 Miller Rd 2/26/21 - RKM 2/2	53612.001				
38	Trico Oxygen Company Inc.	$ 35.55	Mnt Gases @ WRF 2/26/21 - RH	53612.001				
39	Zoro Tools Inc	$ 17.66	Mnt Spl - C Batteries 3/3/21 - RKM 2/2	53612.001				
40	Zoro Tools Inc	$ 280.86	Mnt Spl - Scroll saw 3/3/21 - RKM 2/2	53612.001				
41	E&H Hardware Group, LLC	$ 55.99	Mnt Spl - February 2021 - RKM 2/2	53612.001	$ 2,761.40	$ 17,726.55	$ 180,000.00	90.15%
42	Hach Company	$ 415.53	Lab Spl @ WRF 2/24/21 - RH	53613				
43	Idexx Distribution, Inc.	$ 1,540.32	Lab Spl @ WRF - e. Coli Testing Spl 2/24/21 - RH	53613				
44	Hach Company	$ 69.48	Lab Spl @ WRF - Gloves, bottle brushes (4) 2/25/21 - RH	53613				
45	Idexx Distribution, Inc.	$ 32.99	Lab Spl @ WRF 3/1/21 - RH	53613				
46	USA Bluebook	$ 25.59	Lab Spl - Neoprene gloves 2/23/21 - RH	53613				
47	USA Bluebook	$ 675.39	Lab Spl - Liquid Detergent, Sodium Hydroxide, Gloves2/22/21 - RH	53613				
48	USA Bluebook	$ 1,563.24	Lab Spl - Hach pH buffer 3 pack (12) 2/23/21 - RH	53613				
49	Culligan of Northeast Ohio Corp	$ 38.80	DI Rental and Supplies 2/28/21 - GY 2/2	53613	$ 4,361.34	$ 9,780.52	$ 37,500.00	73.92%
50	ComDoc, Inc.	$ 71.57	Cnt Svc - Xerox Copier Leases - March 2021 - RKM 2/2	53701				
51	Data Command Corp	$ 480.00	Annual Subs. Renewal - Ceneter Rd PS 2021 - RKM	53701				
52	Treasurer, State of Ohio	$ 200.00	NPDES Individual Permit 2/22/21 - RH	53701.002				
53	Treasurer, State of Ohio	$ 4,101.24	Annual Sewage Sludge Fee - Calendar Year 2020 - RH	53701.002				
54	Kimble Recycling & Disposal	$ 660.00	Cnt Svc - Front Load Container 3/1/21 - RH	53701.002				
55	Brakey Energy, Inc.	$ 1,010.00	Mo. Fee for Energy Mgmt Svcs - February 2021 - DWC 2/2	53701.002				

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
56	A.M. Design Group, Inc	$ 73.50	Cnt svc - Web Edits - February 2021 - RKM 2/2	53701.002	$ 6,596.31	$ 47,445.71	$ 275,000.00	82.75%
57	Kimble Recycling & Disposal	$ 25,791.30	Cnt Svc - Sludge Hauling - February 2021 - RH	53701.007	$ 25,791.30	$ 78,196.03	$ 450,000.00	82.62%
58	IGS Energy	$ 4,505.73	gas svc charge @ 33675 Durrell - January 2021 - DWC	53702.001				
59	Columbia Gas	$ 2,697.86	gas svc @ 33675 Durrell 2/10/21 - DWC	53702.001				
60	Columbia Gas	$ 34.77	gas svc @ 641 Lear Rd 1/5/21-2/3/21 - DWC	53702.002				
61	Columbia Gas	$ 34.33	gas svc @ 32789 Lake Rd - Center Rd PS 1/19/21-2/17/21 - DWC	53702.003	$ 7,272.69	$ 16,249.72	$ 44,000.00	63.07%
62	Spectrum Business	$ 119.99	Internet Svc @ WRF 2/22/21-3/21/21 - RH	53705				
63	Spectrum Business	$ 162.49	Internet Svc @ 201 Miller Rd 2/14/21-3/13/21 - RKM 2/2	53705				
64	CBTS	$ 387.80	Telephone Svc - 1/20/21-2/19/21 - RKM 2/2	53705	$ 670.28	$ 5,520.48	$ 25,500.00	78.35%
65	Petrochoice, LLC Corp	$ 3,561.95	Eqp Mnt - Mobil Oil 2/11/21 - RH	53707				
66	Sylvester Truck & Tire Services Inc	$ 348.92	Eqp Mnt - 2009 Ford - New Tires 2/24/21 - RKM 2/2	53707				
67	Fisher Auto Parts, Inc	$ 47.14	Eqp Mnt - Brake fluid, Unloaded calipers 2/17/21 - RKM 2/2	53707				
68	Fisher Auto Parts, Inc	$ 134.00	Eqp Mnt - Wheel Bearing & Hub Assembly 2/19/21 - RKM 2/2	53707				
69	Fisher Auto Parts, Inc	$ 241.34	Eqp Mnt - Drive Axel Shaft Seals, Sus. Ball Joints 2/19/21 - RKM 2/2	53707				
70	Fisher Auto Parts, Inc	$ 74.90	Eqp Mnt - Drive Axel Shaft Seal 2/22/21 - RKM 2/2	53707				
71	Fisher Auto Parts, Inc	$ (74.90)	Eqp Mnt - Returned Drive Axel Shaft Seal 2/23/21 - RKM 2/2	53707				
72	NAPA Ohio Inc.	$ 273.12	Eqp Mnt - February 2021 - RKM 2/2	53707	$ 4,606.47	$ 6,486.70	$ 20,000.00	67.57%
73	Cleveland Hermetic & Supply	$ 55.69	Bldg Mnt - Filters (10), Couplings (2) 2/17/21 - GY 2/2	53708				
74	Cleveland Hermetic & Supply	$ 3.46	Bldg Mnt - Manual Rollout Limit Switch 2/15/21 - GY 2/2	53708				
75	Sherwin Williams Company Inc	$ 205.57	Bldg Mnt - Paint & Supplies for Center Rd PS 2/25/21 - RKM	53708				
76	Sherwin Williams Company Inc	$ 24.69	Bldg Mnt - Paint 2/19/21 - RKM 2/2	53708				
77	Sherwin Williams Company Inc	$ 21.80	Bldg Mnt - Paint 2/25/21 - RKM 2/2	53708				
78	Sherwin Williams Company Inc	$ 204.50	Bldg Mnt - Paint & Supplies for Center Rd PS 2/26/21 - RKM	53708				
79	Sherwin Williams Company Inc	$ 61.35	Bldg Mnt - Paint & Supplies 3/1/21 - RKM 2/2	53708				
80	JNA Quality Services, LLC	$ 400.00	Cleaning Svc @ 201 Miller Rd 2/28/21 - RKM 2/2	53708				
81	Lawn Tech Inc.	$ 1,639.57	Lawn Svc @ 201 Miller Rd 2021 - RKM 2/2	53708.001				
82	Lawn Tech Inc.	$ 166.80	Lawn Svc @ 32789 Lake Rd 2021 - RKM	53708.001	$ 2,783.43	$ 13,560.15	$ 105,000.00	87.09%
83	National Business Furniture, LLC	$ 3,317.90	Office Furniture @ 201 Miller Rd 3/1/21 - RKM 2/2	53804.002	$ 3,317.90	$ 4,470.97	$ 192,500.00	97.68%
		$ 164,101.27			$ 164,101.27			

Avon Lake Regional Water
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AVON LAKE REGIONAL WATER
FUND 703 - ETL1
FEBRUARY 26 - MARCH 11, 2021
MARCH 16, 2021

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Avon Lake Regional Water	$ 1,538.72	Operator Charges - January 2021 - ETL1 - RKM	53701.002				
2	Avon Lake Regional Water	$ 2,549.05	Operator Charges - December 2020 - ETL1 - RKM	537010 02				
3	Avon Lake Regional Water	$ 2,432.28	Operator Charges - November 2020 - ETL1 - RKM	53701.002	$ 6,520.05	$ 16,876.02	$ 65,000.00	74.04%
4	Engie Resources	$ 1,309.50	elec svc charge @ 800 Moore Rd - February 2021 - DWC	53703.003	$ 1,309.50	$ 71,910.73	$ 287,000.00	74.94%
5	Avon Lake Regional Water	$ 211,710.49	Water Used from ETL1 - February 2021 - RKM	53704	$ 211,710.49	$ 618,932.04	$ 2,356,334.00	73.73%
		$ 219,540.04			$ 219,540.04			

Avon Lake Regional Water
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AVON LAKE REGIONAL WATER
FUND 762 - ETL2
FEBRUARY 26 - MARCH 11, 2021
MARCH 16, 2021

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Avon Lake Regional Water	$ 2,115.02	Operator Charges - January 2021 - ETL2 - RKM	53701.002				
2	Avon Lake Regional Water	$ 2,115.43	Operator Charges - December 2020 - ETL2 - RKM	53701.002				
3	Avon Lake Regional Water	$ 3,968.08	Operator Charges - November 2020 - ETL2 - RKM	53701.002	$ 8,198.53	$ 13,713.21	$ 100,000.00	86.29%
4	Ohio Edison	$ 41.05	elec svc @ 15201 Island Rd OAL 3/2/21 - DWC	53703.003	$ 41.05	$ 49,372.91	$ 296,000.00	83.32%
5	Avon Lake Regional Water	$ 324,827.40	Water Used from ETL2 - February 2021 - RKM	53704	$ 324,827.40	$ 943,567.11	$ 3,395,480.00	72.21%
		$ 333,066.98			$ 333,066.98			

Avon Lake Regional Water
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AVON LAKE REGIONAL WATER
FUND 702 - WEST RIDGE INTERCONNECT
FEBRUARY 26 - MARCH 11, 2021
MARCH 16, 2021

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Data Command Corp	$ 838.80	Annual Subs. Renewal - Miller/West Ridge 2021 - GY	53701	$ 838.80	$ 1,454.80	$ 10,000.00	85.45%
		$ 838.80			$ 838.80			

Avon Lake Regional Water
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AVON LAKE REGIONAL WATER
FUND 749 - LORCO
FEBRUARY 26 - MARCH 11, 2021
MARCH 16, 2021

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Municipay Fees	$ 133.80	February 2021 LORCO 1 Municipay Fees 3/4	53701				
2	Municipay Fees	$ 30.78	February 2021 LORCO 2 Municipay Fees 4/4	53701	$ 164.58	$ 4,803.29	$ 40,000.00	87.99%
3	Ohio Edison	$ 901.84	elec svc @ 38393 Royalton Rd 1/30/21-3/2/21 - DWC	53703.001				
4	Ohio Edison	$ 80.55	elec svc @ 33930 Cooley Rd 2/2/21-3/2/21 - DWC	53703.003				
5	Ohio Edison	$ 80.63	elec svc @ 36780 Giles Rd 1/29/21-3/2/21 - DWC	53703.003	$ 1,063.02	$ 10,720.41	$ 42,000.00	74.48%
6	Rural Lorain County Water Authority	$ 91.10	Water used @ 38393 Royalton 1/4/21-2/2/21 - RKM	53754				
7	Rural Lorain County Water Authority	$ 55.45	Water used @ 9871 Avon Belden 1/4/21-2/2/21 - RKM	53754	$ 146.55	$ 438.55	$ 200,000.00	99.78%
8	Rural Lorain County Water Authority	$ 1,304.00	Meter Readings - February 2021 - RKM	53760				
9	SmartBill Inc	$ 631.69	LORCO Bills - Print & Postage 2/28/21 - RKM	53760	$ 1,935.69	$ 6,273.10	$ 27,000.00	76.77%
10	LORCO	$ 3,243.70	Reimburse Billing Payments to LORCO 2 - January 2021 - RKM	53901	$ 3,243.70	$ 12,185.52	$ 25,000.00	51.26%
11	LORCO	$ 5,000.00	Mo. Op. Advance - January 2021 - RKM	59500				
12	LORCO	$ 5,000.00	Mo. Op. Advance - February 2021 - RKM	59500	$ 10,000.00	$ 10,000.00	$ -	0.00%
		$ 16,553.54			$ 16,553.54			

Avon Lake Regional Water
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AVON LAKE REGIONAL WATER
FUND 724 - WASTEWATER CONSTRUCTION
FEBRUARY 26 - MARCH 11, 2021
MARCH 16, 2021

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Mosser Construction, Inc.	$ 244,950.00	WRF Effluent Flow Diversion Project - Pay #3 - JG	53806	$ 244,950.00	$ 244,950.00	$ 656,000.00	62.66%
		$ 244,950.00			$ 244,950.00			

ACTION ITEMS FROM BOARD MEETINGS

DATE	CATEGORY*	TOPIC	SOLUTION	STATUS
2/2/2021	Financial	The Board asked for an inquiry into the real estate taxes charged on ALRW's tax-exempt properties.	Staff has completed the documentation for Tax Exemption and submitted it to the Finance Director for review and submittal to the Lorain County Treasurer.	Open
3/17/2020	Misc.	The Chairman asked that the future dashboard contain a link for members to see projects that are open to bid.	**Update:** Staff has met with prospective vendors on a new Enterprise Resource Planning program (ERP) for ALRW. Several ERP proposals include a dashboard for the Board's use.	Open
2/18/2020	Misc.	Mrs. Schnabel asked staff to consider a redesign of the bills to aid with their understanding.	**Update:** Staff has met with prospective vendors for a new ERP which would include a comprehensive redesign of bills.	Open
2/4/2020	Misc.	The Board would like an invitation to tour the WRF now that all construction work is complete.	**Update:** Staff is working with plant managers on dates this Spring for Board members and the HR Director to visit the plants. The visit will take place during a scheduled Board Work Session.	Open
11/3/2020	Strategic Planning	The Board would like an update from McMahon-DeGuilis regarding the progress on the Rules and Regulations.	The Board will review the proposed draft Rules and Regulations and discuss further at the March 16th Board Meeting.	Open
11/19/2019	Misc.	The Chairman asked if we have an IT policy for cyber security.	Staff will include an IT master plan in the ISO-9001 standardization and complete a cyber security assessment as part of the Risk and Resilience Assessment.	Answer
3/19/2019	Misc.	Please work with the City to see how the Developer Agreement could be worked into the Planning Code.	Staff is working with the City on the Developer Agreement	Answer

*Categories: Financial, Lateral Project, Personnel, Education/CI, Strat. Plan or Misc.

Updated on 3/12/2021

SCHEDULE A

WATER TURN-ON CHARGES

(revised 3/16/21)

Turn-On for Violations

Water Service that has been turned off for a violation of any rule or regulation herein shall not be turned back on until such time as the violation has been corrected and all charges have been paid. In addition, any service turned off for a violation of these Regulations shall be subject to a turn-on charge, payable before reinstatement of service, in accordance with the following:

Turn-On Charges

8:00 am – 4:30 pm	=	$50.00
4:30 pm – 8:30 pm *	=	$65.00
Non-working hours & Weekends	=	$90.00

*On shut-off day

SCHEDULE C

NEW LINE TESTING FEE SCHEDULE

New Water Lines	(revised 3/16/21)
Fill the Line *	$405.00
Flushing and Bacteria Sampling *	$946.61
Bacteria Check Sample *	$420.01
Put Line in Service	$147.48
Laboratory Analysis (price reflects "per sample" cost)	$49.00

* Flushing and sampling effort assumes street pavement is complete or contractor supplies and installs required hoses. All additional effort required by Avon Lake Regional Water will be billed at the established hourly labor rate plus 100%.

New Sanitary Sewers	(revised 3/16/21)
Review Inspection Video	$162.89
Installation and Removal of Plug	$969.97

For all new sanitary sewer installations in the City of Avon Lake, Avon Lake Regional Water will perform the following tasks at the costs established in the current New Line Testing Fee Schedule:

1. One trip to install and one trip to remove a plug on the new sanitary's connection to the City's existing system.
   - The contractor shall immediately notify Avon Lake Regional Water upon connection of the new sanitary to install the plug.
   - The plug shall remain on the new sanitary until such time as the new sewer has been accepted by the City.
   - Tampering with the plug for the purpose of draining storm water and allowing such water entry to the Avon Lake sanitary sewer system shall be subject to a $1000.00 fine that must be paid in full to Avon Lake Regional Water prior to the acceptance of the sewer.
2. One review of the TV inspection video of the new sanitary sewer for acceptance of the installation.

- Camera shall be of the pan-and-tilt type with sufficient illumination and focus to adequately view the pipe's condition and alignment.

- Both the videotape narrative and written report shall call out all observed defects by measured location.

- Inadequate videotape quality or reports will cause the sewer to be rejected by Avon Lake Regional Water until an acceptable videotape is provided.

Any additional manpower, testing, review or consultation from that specified above will be billed on a time and material basis plus 100% of the labor costs. All such additional costs shall be billed to the project's owner on all private projects and to the prime contractor on all public projects and are due upon receipt.

All other existing installation and testing requirements not specifically addressed herein shall remain unchanged and in full effect.

SCHEDULE G

TAP CHARGES

(revised 3/16/21)

Taps and Service on Existing Mains

Taps on all water mains owned and operated by the City of Avon Lake shall be installed by Avon Lake Regional Water or its authorized agent.

Cost of taps and service connections installed by Avon Lake Regional Water shall be as follows:

3/4".....	$	3734.98
3/4" Sprinkling.....	$	3734.98
1".....	$	3886.08
1" Sprinkling.....	$	3886.08
1-1/2".....	$	4405.14
*2".....	$	5389.05

*Over 2".....Time and Material plus Overhead

Avon Lake Regional Water, for ¾" and 1" taps, shall install the service connection to the meter which will include the installation of the curb stop, meter vault, and meter.

* For all taps 1-1/2" or larger, Avon Lake Regional Water shall make the tap, and the owner requesting the tap shall be responsible for buying and installing the vault complete to Avon Lake Regional Water specifications, install piping in the vault including a bypass, and set the meter as provided by Avon Lake Regional Water.

Contractor Installed Tap Charges

Once the contractor has installed the tap and service connection, the meter and meter vault may be set. An application for service shall be filed with Avon Lake Regional Water office and payment of fees for the size service received according to the following:

3/4".....	$	936.81
3/4" Sprinkling.....	$	936.81
1".....	$	978.59
1" Sprinkling.....	$	978.59

*1-1/2".....	$	705.95
*2".....	$	1825.00

*Over 2".....Time and Material plus Overhead

*For all services 1-1/2" and larger, the contractor shall buy and install a vault complete to Avon Lake Regional Water specifications, install the piping in the vault including a by-pass, and set a meter that shall be provided by Avon Lake Regional Water.

SCHEDULE I

LABORATORY ANALYSES CHARGES

(revised 3/16/21)

Bacteria (MUG)	$22.00
Bacteria (New Line)	See Schedule C
Fecal Coliform	$22.00
Beach/Well Samples	$26.00
Total Phosphorus	$22.00
Ammonia Nitrate	$22.00
Cyanide (Total)	$46.00
Cyanide (Free)	$46.00
Oil & Grease	$91.00
Suspended Solids	$22.00
Metal (Stand. 10 Metal Analysis)	$195.00
Metals (Lead & Copper)	$39.00
Metals (Single)	$19.00
Nitrate Nitrogen	$35.00

SCHEDULE O

Avon Lake Regional Water Deduct Meter Program

(Effective 3/16/2021)

Avon Lake Regional Water shall allow Consumers to have a deduct meter on the property. Consumers that have a deduct meter shall be charged for water usage from the meter, but not sewer usage. Consumers that install a deduct meter on their property shall follow the guidelines below:

1. Consumers and/or the Consumer's approved contractor shall request a deduct meter from Avon Lake Regional Water by filling out the Request for Deduct Meter form and returning it to Avon Lake Regional Water.

    a. The deduct meters shall be installed with radio read meter.

    b. The deduct meter shall be purchased by the Consumer and/or the Consumer's approved contractor at the costs listed below. The costs include the cost of material, plus 10% overhead. Costs will automatically be updated by the annual Avon Lake Regional Water supply bidding.

        i. 3/4": $298.38

        ii. 1": $366.61

        iii. 2": $1235.30

    c. The location of the deduct meter on the property shall be determined by Avon Lake Regional Water.

    d. The above deduct meter, and/or any other deduct meter as determined by Avon Lake Regional Water, is the only meter that will qualify for the Deduct Meter Program.

2. The information provided on the form shall be used by Avon Lake Regional Water to issue the no-cost permit and deduct meter for the property.

    a. The permit is for installation of the provided deduct meter at the Consumer's property.

    b. The permit shall include the necessary information for the specific location of deduct meter on the property.

3. Avon Lake Regional Water shall inform the Consumer and/or the Consumer's approved contractor when the customer may pick up the permit and meter from Avon Lake Regional Water.

    a. Payment for the deduct meter is due in full when the Consumer and/or Consumer's approved contractor picks up the permit and meter.

4. Before the deduct meter may be operational, Avon Lake Regional Water must inspect the deduct meter and its connections.

    a. Failure of inspection will result in Avon Lake Regional Water shutting off the deduct meter until inspection is made.

    b. Failure of further compliance could result in additional penalties under **Title 5** of these Regulations.

5. Once the deduct meter is operational, the Consumer will no longer be eligible for the annual Summer Billing Adjustment. The Consumer will be responsible for payment of any water usage through the deduct meter. Billing for the deduct meter will be on the Consumer's quarterly water and wastewater bill.

6. The Consumer is responsible for any costs associated with damage to the deduct meter and/or damage caused by failure to properly winterize the deduct meter.